



Sign Variance Application

☐ City of Albany ☐ Dougherty County

Property Address: _____

Name of Property Owner(s): _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____ Telephone: _____

Please attach the following documents:

- Design and dimensions of the proposed sign
- A [owner's authorization form](#) (if the property owner and applicant are not the same.)
- A map showing the sign location (Only applicable to ground signs)
- [Affidavit of Multi-Message](#) (Only applicable on multi-message signs)
- Filing fees should be paid when submitting the application. (\$50 Filing Fee)

In reference to Sec. 4-80, standards for a variance are as follows:

- The variance request is due to unusual conditions pertaining to sign needs for a specific building or lot; and
- The variance would not create a hazard; and
- The variance would not be objectionable to adjacent property owners; and
- The variance would not adversely affect residential property through excessive glare and lighting; and
- The variance would be in keeping with the general character of the surrounding area; and
- The variance is in harmony with the general purposes and intent of the zoning code; and
- The applicant has established that there are practical difficulties in complying with the sign ordinance and that the property owner proposes to use the property in a reasonable manner not otherwise permitted. (Economic considerations alone do not constitute practical difficulties.); and
- The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- The variance will not permit any use that is not allowed in the zoning district where the affected land is located; and
- The variance will not alter the essential character of the surrounding area.
- A variance cannot ask for more signs than otherwise allowed in a zoning district.

Below the property owner/applicant should list the hardship:

A City variance application will be submitted to the planning and development director, who shall return a written decision within twenty (20) days that a completed application is filed. Approval or denial of this application shall be in writing with reasons for the decision. Approval of a variance may include such conditions as deemed necessary to comply with the standards for approval. Appeals shall be heard under the same time frames and rules governing appeals under Sec. 4-81.

I hereby authorize the Planning & Development Service Department staff to review the following documents. I also hereby depose and say that all statements herein, and attached statements submitted are true and accurate to the best of my knowledge and belief.

Sworn to and subscribed before me this _____ day of _____, 20 _____.

Signature of Applicant: _____

Notary Public: _____ My commission expires: _____.

(Staff Use)

Posting fee: _____ Date paid: _____ Receipt: _____